

## Federal Declaration Request Process

All requests for federal emergency or major disaster declarations are dependent upon the receipt of documented damages to private and public property from local jurisdictions, tribes, and state agencies.

The Washington State Military Department's Emergency Management Division (EMD) administers two FEMA recovery programs

- Individuals and Households Program (IHP)
  - For damaged private property
  - Based upon impact, no numerical criteria
- Public Assistance Program (PA)
  - For damaged public infrastructure
  - Based on FEMA numerical criteria
    - County per capita criteria -- \$3.27
    - Statewide per capita criteria -- \$1.30 (\$7,662,357.30)

Requests for declarations must be submitted within 30 days of the occurrence of the incident (44CFR 206.35 and 206.36). If necessary, the Governor can request a 30-day extension to complete the assessment of damages.

### Notional time-phased steps from start of incident to Governor's declaration request:

- Days 1 - 3
  - Local jurisdictions' immediate response actions
  - State EOC support to local jurisdictions
  - State EMD recovery programs request local jurisdictions begin gathering initial private and public property damage reports
- Days 3 - 5
  - Local jurisdictions gather initial damage data for private property and public infrastructure and submit data to EMD
- Days 4 - 7
  - EMD recovery program staff collate and analyze damage data submitted by local jurisdictions
  - Local jurisdictions prepare supplemental justifications to describe the incident impacts within their areas of responsibility and submit to EMD
- Days 5 - 10
  - If sufficient eligible damage is reported, EMD will request formal joint FEMA-State Preliminary Damage Assessments (PDA) to validate reported damage data
  - Two distinct PDA processes -- private and public property
    - PDA for private property usually goes first because damage is more apparent
      - Declaration is based on **impact** to counties and state

- PDA for public infrastructure takes longer because damages are not immediately apparent
  - Declaration criteria based on per capita of \$3.27 for counties and \$1.30 for the state.

• Days 9 - 17

- EMD recovery staff will draft a Governor's declaration request if the results of PDA are sufficient to support a request for a presidential declaration
- Governor's request is sent to the President through FEMA Region X

## **Basis for declaration requests**

Basis for an emergency declaration request must be the finding that the situation:

- (1) Is of such severity and magnitude that effective response is beyond the capability of the State and the affected local government(s); and
- (2) Requires supplementary Federal emergency assistance to save lives and to protect property, public health and safety, or to lessen or avert the threat of a disaster.
- (3) In addition to the above findings, the complete request shall include:
  - a. Confirmation that the Governor has taken appropriate action under State law and directed the execution of the State emergency plan;
  - b. Information describing the State and local efforts and resources which have been or will be used to alleviate the emergency;
  - c. Information describing other Federal agency efforts and resources which have been or will be used in responding to this incident; and
  - d. Identification of the type and extent of additional Federal aid required.

Basis for a major disaster declaration request shall be a finding that:

- (1) The situation is of such severity and magnitude that effective response is beyond the capabilities of the State and affected local governments; and
- (2) Federal assistance under the Act is necessary to supplement the efforts and available resources of the State, local governments, disaster relief organizations, and compensation by insurance for disaster-related losses.
- (3) In addition to the above findings, the complete request shall include:
  - a. Confirmation that the Governor has taken appropriate action under State law and directed the execution of the State emergency plan;
  - b. An estimate of the amount and severity of damages and losses stating the impact of the disaster on the public and private sector;
  - c. Information describing the nature and amount of State and local resources which have been or will be committed to alleviate the results of the disaster;
  - d. Preliminary estimates of the types and amount of supplementary Federal disaster assistance needed under the Stafford Act; and
  - e. Certification by the Governor that State and local government obligations and expenditures for the current disaster will comply with all applicable cost sharing requirements of the Stafford Act.